

FARNHAM PARK COMMITTEE MEETING

MINUTES: 9 JUNE 2014

		Mon 3 February 2014	Wed 19 March 2014	Mon 9 June 2014	Mon 1 September 2014
MEETING NUMBER		#1	#2	#3	#4
TIME		18:30 – 20:30	18:30 – 20:30	18:30 – 20:30	18:30 – 20:30
LOCATION		WIT 4QJ	WIT 4QJ	WIT 4QJ	WIT 4QJ
Chairing: John Walmsley	JW	YES	YES	YES	
Jon Marsh, Independent	JM	APOLOGY	NO	YES, PHONE	
Simon Kirkland, Board	SK	APOLOGY	YES, PHONE	YES, PHONE	
Fiona Thorley, BSF	FT	YES, PHONE	YES, PHONE	YES	
Gerry Perez, Board & BBF	GP	YES	YES, PHONE	YES, PHONE	
John Boyd, Joint CEO	JB	YES	YES	YES	
Jenny Fromer, Joint CEO	JF	YES	APOLOGY	YES	
Will Lintern, National Development Manager	WL	YES	YES	YES	
Bob Fromer, Secretary	BF	YES	YES	YES	
GUESTS / ATTENDING	NON E	NONE	NONE	Stella Ackrell BSF President	
Minutes		Bob Fromer	Bob Fromer	Bob Fromer	

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3.1 Opening

a Apologies.

No apologies were received. BSF President Stella Ackrell, who attended the meeting as a guest, noted that she and Fiona Thorley intend to share the role of the BSF's FPC representative in future.

b Items for Any Other Business.

An incident that took place at the Diamond 2 tournament at Farnham Park on the weekend of 7-8 June was added to the agenda.

3.2 Approval of Minutes from the last meeting.

JW pointed out a discrepancy between the reported discussion of Item 2.8 and the Action Point that followed in the Minutes from the meeting of 19 March. The discussion suggested that Chalfont Softball Club had still to confirm that they would become the development hub at Farnham Park whereas the Action Point seemed to assume that this was a done deal. However, the Minutes were approved as a record of the meeting.

a What items should be omitted from Minutes published on the intranet?

It was agreed that it would be desirable for FPC Minutes to be published on the website as well as to FPC members on the intranet, and it was suggested that it would become easier to do this in future since there should be fewer commercially sensitive or controversial items. Meanwhile, Board Report forms submitted after each meeting should serve to highlight items discussed for the BSUK and Federation Boards.

ACTION: JB to identify items to be redacted so that the balance of the Minutes can be published from now on.

3.3 Matters Arising from the Minutes not elsewhere on the agenda.

There were none.

3.4 Development Work at Farnham Park in 2014

a Update on Farnham Park Development Club.

Chalfont Softball Club, a progressive softball club which currently has two adult slowpitch teams and a youth section, is to move to Farnham Park and become a resident club and a hub for development activity based on the site. The club will eventually change its name, based on advice from BSUK, to reflect its new location and position. The club is keen to function in this role, and its first development initiative will be to launch a Play Ball! Programme at Farnham Park during the w/c 9 June with support from Patrick Knock and Sam Dempster. By the end of the summer, the club should be running the Play Ball! programme on its own. Other development initiatives over time will cover all three formats of our sports. The club is successfully using Farnham Park Golf Club as a social centre.

The presence of a resident club on site supporting development activities should enhance our relationships with SBDC and local media.

The club's new status and location could be a pull for local players, and there will be constraints on its ability to recruit from other local teams and programmes, in part to protect the London Youth Baseball League at Daws Hill. But the hope is that the club will set a standard for other clubs to follow as a multi-stranded club engaged in development as well as competition.

BSUK has identified a sum of £10,000 that can support development initiatives at Farnham Park across all three formats. In terms of pitch bookings, no decisions have yet been made regarding prioritisation between the needs of the club and the Federations.

GP asked if the club could develop commercial opportunities at the site. JB replied that commercial rights remain with BSUK and the club would need permission to exploit commercial opportunities.

3.5 Updates

e Appointment of Site Manager and casual helpers.

John Lehmann has been carrying out tasks at Farnham Park as a casual helper, but BSUK is still looking for a full-time (seasonal) Site Manager. In the meantime, SBDC and/or a new company that was used for line-marking at Diamond 2 should be able to carry out various landscaping tasks that John Lehmann is unable to do.

ACTION: Continue to look for a Site Manager for Farnham Park as well as more casual help, and confirm what tasks can be bought in.

3.6 Federation Aspirations

a How do the BBF and BSF Boards feel that FP fits with their development aspirations?

The BBF and BSF have been asked to provide feedback on where Farnham Park fits in the long-term development plans that both Federations are creating.

FT and SA told the meeting that one aspiration for softball was to be able to host international events at the facility.

GP said that the BBF Board will be considering future use of Farnham Park at the end of this season, and cost will be a key issue. However, there is considerable BBF use this year, including the NBCs and YNBCs, GBASS, NBL games etc. A useful addition to the site from the BBF's point of view – with possibilities for revenue generation – would be batting cages.

ACTION: This issue will be revisited at subsequent meetings as Federation plans develop.

3.7 Current Bookings and Arrangements

a Review latest booking calendar.

JB reported that usage at Farnham Park this year will be higher than projected, mainly due to more daytime and evening bookings during the week and BSUK development activities on site. BSUK is about to invoice the Federations for their bookings and would appreciate prompt payment.

b Are there any remaining conflicts requiring resolution?

All potential conflicts have effectively been resolved.

c Update on services that can be provided to events at Farnham Park.

The Farnham Park T&Cs require permission to be sought and granted for catering and other provision that organisers wish to make for their events. While BSUK's aim is to secure a season-long caterer for large events, BSUK will look favourably on requests from smaller events to use catering for fundraising if they wish, provided permission is secured.

3.8 Financials

a Update on Capital Spend from Sport England grant.

This was discussed under 3.5(d).

b Update on Buy and Build List, including portable mounds.

JB reported that BSUK is progressing through the Buy & Build list. Items that will probably be purchased this year include a portable mound and a baseball batting cage. Scoreboards will be delivered shortly and a tractor is already operational on the site.

3.9 Review Action List from previous meetings (see list below).

It was agreed that closed Action Points from previous meetings should be removed from the Action List, and this is reflected below. The remaining Action Points were not reviewed in detail as the meeting had run over time and the feeling was that most had been dealt with.

3.10 Any Other Business

a A child welfare incident that took place during Diamond 2 was discussed. The incident points up the need for awareness about this kind of possibility, as well as other problems, such as car break-ins at a recent GBASS event.

JF said that messages about parents being responsible for their children in what is a public park need to be reinforced, and also made the point that, as the lead Welfare Officer for BSUK, she needs to be informed about any incidents related to safeguarding by those in charge of the event.

It was suggested that Farnham Park needs a site-specific incident procedure, including points of contact for BSUK and event organisers and procedures to follow in emergencies.

ACTION: JF will work on an incident procedure.

Relevant documents on the Intranet:

Financial update

Bookings paper including outlined conflicts

Paper on Diamond Series

Paper on Phase 2 developments

Maintenance proposal

Date for Next Meeting:

Monday 29 September